

## SERVICES COMMITTEE MEETING

Monday, January 14, 2013

6:00 p.m.

HAMPDEN TOWN OFFICE

### A G E N D A

1. Minutes of December 10, 2012
2. Old Business
  - A. Papermill Road Recreation Area - Update
  - B. Old Hampden Academy – Recreation Dept. Use – Update
  - C. Newsletter Update
  - D. Channel 7 Programming/I love Hampden Because... Update
  - E. Application for reappointment to Library Board of Trustees:
    1. Anthony Mourkas
    2. Cheri Condon
    3. Richard Jenkins
  - F. Application for reappointment to Lura Hoit Pool Board of Trustees
    1. Patrick Foley
    2. Gregory Hawkins
    3. Cedena McAvoy
  - G. Application for reappointment to the Recreation Committee
    1. Jane Jarvi
3. New Business
  - A. Request by Travel Basketball Program for key to Skehan Center
4. Public Comment
5. Committee member comments

## SERVICES COMMITTEE MEETING MINUTES

Monday, December 10, 2012

### Attending:

Councilor Jean Lawlis	Sue Lessard, Town Manager
Councilor Shelby Wright	Public Works Director Chip Swan
Councilor Tom Brann	Devin Carter, Woodard & Curran
Mayor Janet Hughes	Terry McAvoy
Kurt Mathies, Recreation Director	

The meeting was opened at 6 p.m. by Chairman Lawlis.

1. Minutes of October 9, 2012 – Minutes of the October 9<sup>th</sup> meeting were reviewed and approved without amendment.
2. Old Business
  - A. Papermill Road Recreation Area – Update – Jeremy Jones of Partridge Road has agreed to lead a group of volunteers for work on the Papermill Road Recreation Area Park. We have posted that information on the Town's web page and send out two editions of Government on the Go with it included. Recreation Director Kurt Mathies will contact Mt. Jones to offer assistance with the project.
  - B. Old Hampden Academy – Recreation Dept. use – Recreation Director Kurt Mathies presented estimated income and expense information related to the use of the Skehan Center. Based on that information, there should be sufficient income to cover expenses through June 30<sup>th</sup>. New programs using the facility include roller derby, zumba, senior fitness, home schoolers gym use, as well as expanded programs for basketball programs. It is anticipated that more programs will be added over the next several months as well.
  - C. Library Furnace Bids – This item was taken out of order and handled first by the Committee. Devin Carter of Woodard & Curran and Public Works Director Chip Swan explained the initial bid process used for the library furnace, which was a request for a System 2000 boiler, and the request for revised quotes based on the fact that all bidders had gone over the grant amount of \$10,000 in the first round. Review of the revised quotes resulted in two bidders bidding on alternates to the System 2000 and one bidder submitting a lower quote (still over \$10,000) for the System 2000. The revised bid submitted by one bidder was considered to be oversized for the application and could result in poor performance. Information provided indicated that the

System 2000 is the most energy efficient and the most likely to provide significant reduction in fuel usage. There was some question about the amount of the original bids and the Committee asked that that information be forwarded to the Finance Committee. Motion by Mayor Hughes, seconded by Councilor Brann to recommend to the Finance Committee that the project be approved for an amount not to exceed \$12,500 and the Finance Committee to decide on the source after reviewing additional information. Unanimous vote in favor.

3. New Business
4. Public Comment – Terry McAvoy questioned how the funding of recreation programs worked and who oversaw the money that was received and expended. It was explained that all money is receipted through the Town Office and that all checks for payment are written at the Town Office and approved by the Town Council. He believed that it might be better to allow a private concern to operate the facility instead of having the Town do it.
5. Committee member comments –  
Councilor Lawlis asked for input for the next agenda. The only item stated at the time was an update on the Skehan Center programming. Mayor Hughes asked if the subject of sidewalks and their maintenance could be added to the next Infrastructure Committee meeting. She also asked if the subject of moving Communications back into the Services Committee could be discussed.  
Councilor Brann believes that the roles of Committees should be reviewed in order to make sure that each one is dealing with subjects that are related to the committee purpose. The Town Manager will provide the existing list of Committees and their 'responsibilities' to the Finance Committee for discussion at the next meeting.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Susan Lessard  
Town Manager

## Update on activities at the Skehan Recreation Center

Our programs that have started in the Skehan Center are all running very well. Senior fitness continues to have an average of 40 participants 3 times a week. They are excited about the plans for the building, in particular to the old band room.

We have started a new collaboration with Windover Art Camps to help us provide more activities dealing with the arts. Mondays, Wednesday and Saturday we are holding classes for children ages Kindergarten through high school. Activities include pottery, painting, drawing, photography and even video game graphics. As we get more equipment and rooms ready, these classes will be expanded to include adults.

We started running a home school activity time for those who home school their children to come and play and do organized activities to help them satisfy their Physical Education requirements. The class has been so well received they have requested another day and time.

During Christmas break, we traditionally suspend practices for our recreation basketball teams and a few of the instructors for programs like Zumba and Yoga suspended their programs so we were able to hold a few open gym programs, some just open and some organized. We had few for the open gym basketball but had a nice turn out for the open gym dodge ball and floor hockey. Feedback on the dodge ball program was very good and they are looking to do more and are interested in having a full program with teams. We are looking at developing a program for middle school and high school.

Having a meeting with Telford Allen Thursday Jan 10 to discuss his donation and what it will be used for. With the floor of the old weight room still not recovered, we have received a quote from Sherman Williams where the cost of replacing the floor would be \$2,900 and paint for the rooms we would like to paint will be around \$800. They had offered to donate the paint if we get the floor. I'll take the \$2,900 from the \$4,000 he has graciously donated and apply the remaining \$1,100 to the building of the office. The old weight room will be used for aerobics, yoga and karate. It is quite with a forgiving floor and would not take up spaces that could be used for activities needing larger spaces. I also plan to use some of the old High School ceiling art work in this room which should give it a very comfortable feel.

We are organizing an adult basketball league starting in March with two divisions to start with, an open and an over 30. As we get it organized and more established other divisions will be created.

We have been talking with Jeff Frost about organizing a wrestling program/club. At Reeds Brook Middle School there was a preliminary sign up where they had close to 20 kids express an interest. We are talking with Jeff and the regional league about hosting the regional tournament in which 14-16 wrestling teams from Eastern Maine are to compete here. I feel this will be a tremendous event to illustrate how this facility can be used as a choice for large events regionally as well as a lucrative revenue source.

The Bangor Roller Derby Club has resumed practices after a holiday break. They have booked 3 bouts for during the trial period and have expressed interest in more for July-October if the facility continues past the trial period.

We are still learning the building. It is a tremendously large space and our biggest challenge is keeping it clean. The new floor machine has helped that greatly. I have spent time with staff on training on this equipment. Our cleaning schedule has worked out well so far and now that we are seeing more snow and salt in the building, I'm glad we had established that before now.

We are still without an office here and are working with Gretchen to utilize what spaces we do have set up and get our communications and computers here so that all our information will be in one place. Building the office has been more difficult than I originally anticipated. I will still be working for a solution that fits what small budget I have and our needs. Until then however, we will continue to use the concession stand as a front office and the old Boys PE teacher's office as a safe place to lock data and files away.

The feedback I have been getting from the public has been extremely positive for this facility and the programming we are doing here. Every day we are approached by residents from our community and surrounding towns for ideas for use of this facility. We are appreciative of the opportunity from the Town Council to allow us to use this space.

Respectfully Submitted,

Kurt Mathies  
Recreation Director  
Town of Hampden

## ITEM 2-C

### JANUARY 2013 NEWSLETTER TOPICS

1. Public Safety Article – Winter Safety
2. Hampden Garden Club Seeks Community Help
3. Main Road North Reconstruction Project Update
4. Pool Staff Member Raising Funds in Polar Plunge
5. Maine Public Library Fund State Income Tax Check-off
6. Annual Edythe Dyer Library Fund Raiser – Thank you to Donors
7. From the Desk of the Manager
8. Skehan Community Center Update
9. Resident Survey

To: Susan Lessard <manager@hampdenmaine.gov>

Cc: Lyons Richard <rlyons@sad22.us>, Moore Todd <tmoore@sad22.us>, Kimball Shawn <skimball@sad22.us>, Jennifer Guare <jguare@sad22.us>, Charlie Huff <chuff@sad22.us>, Kissinger Rob <rkissinger@sad22.us>

2D

Hi Sue:

Sorry I did not get back to you about this. I have cc'd this to some teachers who help students with video work plus I am happy to post it around school and put it on the announcements.

Ruey

[Quoted text hidden]

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**Susan Lessard** <manager@hampdenmaine.gov>

Wed, Jan 9, 2013 at 12:56 PM

To: Yehle Ruey <ryehle@sad22.us>

Thank you very much - we appreciate your help!

Sue

[Quoted text hidden]



Check One: ☐ Initial Application  
☒ Reappointment Application

## TOWN OF HAMPDEN

### APPLICATION FOR TOWN BOARDS AND COMMITTEES

A-3-C

NAME: MOURKAS ANTHONY L

ADDRESS: 171 PATTERSON ROAD HAMPDEN 04444  
STREET TOWN ZIP

MAILING ADDRESS (if different): \_\_\_\_\_

TELEPHONE: 207-862-5910 \_\_\_\_\_  
HOME WORK

EMAIL: ANTHONYMOURKAS@MAC.COM

OCCUPATION: EDUCATOR

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: DYER LIBRARY BOARD OF TRUSTEES

SECOND CHOICE (OPTIONAL): \_\_\_\_\_

How would your experience, education and/or occupation be a benefit to this board or committee? \_\_\_\_\_

MY 20 YEARS OF SERVICE TO THE DYER LIBRARY BEINGS A  
WEALTH OF KNOWLEDGE, HISTORY, AND ENTHUSIASM

Are there any issues you feel this board or committee should address, or should continue to address? \_\_\_\_\_

ENSURING THE PRESERVATION OF LIBRARY SERVICES FOR HAMPDEN CITIZENS

#### 3 YEAR

CONSERVATION COMMITTEE  
BOARD OF ASSESSMENT REVIEW  
PERSONNEL APPEALS BOARD  
LURA HOIT MEMORIAL POOL  
ECONOMIC DEVELOPMENT COMMITTEE  
FRIENDS OF DOROTHEA DIX PARK

DYER LIBRARY  
RECREATION COMMITTEE  
BOARD OF APPEALS  
HISTORIC PRESERVATION COMMITTEE  
TREE BOARD

#### 5 YEAR PLANNING BOARD

#### FOR TOWN USE ONLY

Date Application Received: DEC 18 2012

COUNCIL COMMITTEE ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

COUNCIL ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_ NEW APPT \_\_\_\_ REAPPOINTMENT DATE APPOINTMENT EXPIRES: \_\_\_\_\_





Check One: ☐ Initial Application  
☒ Reappointment Application

**TOWN OF HAMPDEN**  
**APPLICATION FOR TOWN BOARDS AND COMMITTEES**

A-3-d

NAME: Condon Cheri D  
LAST FIRST MI  
ADDRESS: 461 Wiswell Rd Holden 04429  
STREET TOWN ZIP

MAILING ADDRESS (if different): \_\_\_\_\_

TELEPHONE: 989-9664 \_\_\_\_\_  
HOME WORK

EMAIL: \_\_\_\_\_

OCCUPATION: Retired

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: Library

SECOND CHOICE (OPTIONAL): \_\_\_\_\_

How would your experience, education and/or occupation be a benefit to this board or committee? I have been a member for several years and I do the organization, updates and rewrites of the By-Laws for the board.

Are there any issues you feel this board or committee should address, or should continue to address? \_\_\_\_\_

We handle them as they come up.

CONSERVATION COMMITTEE  
BOARD OF ASSESSMENT REVIEW  
PERSONNEL APPEALS BOARD  
LURA HOIT MEMORIAL POOL  
ECONOMIC DEVELOPMENT COMMITTEE  
FRIENDS OF DOROTHEA DIX PARK

3 YEAR

DYER LIBRARY  
RECREATION COMMITTEE  
BOARD OF APPEALS  
HISTORIC PRESERVATION COMMITTEE  
TREE BOARD

5 YEAR  
PLANNING BOARD

**FOR TOWN USE ONLY**

Date Application Received: **DEC 18 2012**

COUNCIL COMMITTEE ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

COUNCIL ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_ NEW APPT \_\_\_\_ REAPPOINTMENT DATE APPOINTMENT EXPIRES: \_\_\_\_\_



Check One: ☐ Initial Application  
☒ Reappointment Application

**TOWN OF HAMPDEN**  
**APPLICATION FOR TOWN BOARDS AND COMMITTEES**

A-3-e

NAME: Jenkins Richard D.  
LAST FIRST MI

ADDRESS: 10 Elm St. West Hampden ME  
STREET TOWN ZIP

MAILING ADDRESS (if different): P.O. Box 333

TELEPHONE: 862-3077 \_\_\_\_\_  
HOME WORK

EMAIL: \_\_\_\_\_

OCCUPATION: Retired

**BOARD OR COMMITTEE PREFERENCE:**

FIRST CHOICE: Dyer Library Board

SECOND CHOICE (OPTIONAL): \_\_\_\_\_

How would your experience, education and/or occupation be a benefit to this board or committee? \_\_\_\_\_

Are there any issues you feel this board or committee should address, or should continue to address? \_\_\_\_\_

CONSERVATION COMMITTEE  
BOARD OF ASSESSMENT REVIEW  
PERSONNEL APPEALS BOARD  
LURA HOIT MEMORIAL POOL  
ECONOMIC DEVELOPMENT COMMITTEE  
FRIENDS OF DOROTHEA DIX PARK

3 YEAR

DYER LIBRARY  
RECREATION COMMITTEE  
BOARD OF APPEALS  
HISTORIC PRESERVATION COMMITTEE  
TREE BOARD

5 YEAR  
PLANNING BOARD

**FOR TOWN USE ONLY**

Date Application Received DEC 20 2012

COUNCIL COMMITTEE ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

COUNCIL ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_ NEW APPT \_\_\_\_ REAPPOINTMENT DATE APPOINTMENT EXPIRES: \_\_\_\_\_



Check One: ☐ Initial Application  
☒ Reappointment Application

**TOWN OF HAMPDEN**  
**APPLICATION FOR TOWN BOARDS AND COMMITTEES**

A-3-f

NAME: Foley Patrick J  
LAST FIRST MI

ADDRESS: 29 Hinchley Hill Rd Carmel ME  
STREET TOWN ZIP

MAILING ADDRESS (if different): \_\_\_\_\_

TELEPHONE: 207 450 3379 207 404 7235-  
HOME WORK

EMAIL: patrick139.foley@aol.com

OCCUPATION: Fire Fighter Paramedic

**BOARD OR COMMITTEE PREFERENCE:**

FIRST CHOICE: Lura Hoit Pool Board of Trustees

SECOND CHOICE (OPTIONAL): \_\_\_\_\_

How would your experience, education and/or occupation be a benefit to this board or committee? I have been an active member of the Pool Board  
For the last three years I have been active in Fund raising  
and in applying for grants to benefit the pool

Are there any issues you feel this board or committee should address, or should continue to address? \_\_\_\_\_

CONSERVATION COMMITTEE  
BOARD OF ASSESSMENT REVIEW  
PERSONNEL APPEALS BOARD  
LURA HOIT MEMORIAL POOL  
ECONOMIC DEVELOPMENT COMMITTEE  
FRIENDS OF DOROTHEA DIX PARK

3 YEAR

DYER LIBRARY  
RECREATION COMMITTEE  
BOARD OF APPEALS  
HISTORIC PRESERVATION COMMITTEE  
TREE BOARD

5 YEAR  
PLANNING BOARD

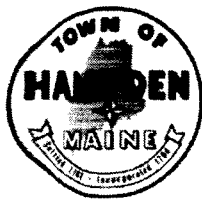
**FOR TOWN USE ONLY**

Date Application Received: **DEC 17 2012**

COUNCIL COMMITTEE ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

COUNCIL ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_ NEW APPT \_\_\_\_ REAPPOINTMENT DATE APPOINTMENT EXPIRES: \_\_\_\_\_



Check One: ☐ Initial Application  
☒ Reappointment Application

**TOWN OF HAMPDEN**  
**APPLICATION FOR TOWN BOARDS AND COMMITTEES**

A-3-g

NAME: HAWKINS GREGORY J.  
LAST FIRST MI  
ADDRESS: 61 RAWLEY Drive HAMPDEN 04444  
STREET TOWN ZIP  
MAILING ADDRESS (if different): PO Box 158, Hampden, ME 04444-0158  
TELEPHONE: 862-8064 404-7697  
HOME WORK  
EMAIL: gj.hawkins@radrunner.com  
OCCUPATION: Air National Guard Officer

**BOARD OR COMMITTEE PREFERENCE:**

FIRST CHOICE: LURA HOIT POOL BOARD OF TRUSTEES

SECOND CHOICE (OPTIONAL): \_\_\_\_\_

How would your experience, education and/or occupation be a benefit to this board or committee? \_\_\_\_\_

I have already served on this board

Are there any issues you feel this board or committee should address, or should continue to address? \_\_\_\_\_

Fund raising for Air Handling system

3 YEAR

CONSERVATION COMMITTEE  
BOARD OF ASSESSMENT REVIEW  
PERSONNEL APPEALS BOARD  
LURA HOIT MEMORIAL POOL  
ECONOMIC DEVELOPMENT COMMITTEE  
FRIENDS OF DOROTHEA DIX PARK

DYER LIBRARY  
RECREATION COMMITTEE  
BOARD OF APPEALS  
HISTORIC PRESERVATION COMMITTEE  
TREE BOARD

5 YEAR  
PLANNING BOARD

**FOR TOWN USE ONLY**

Date Application Received: JAN 02 2012

COUNCIL COMMITTEE ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

COUNCIL ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_ NEW APPT \_\_\_\_ REAPPOINTMENT DATE APPOINTMENT EXPIRES: \_\_\_\_\_



Check One: ☐ Initial Application  
☐ Reappointment Application

**TOWN OF HAMPDEN**  
**APPLICATION FOR TOWN BOARDS AND COMMITTEES**

A-3-h

NAME: McAvey LAST Cedeno FIRST J.P. MI

ADDRESS: 59 Monroe Rd STREET Hampden TOWN 04444 ZIP

MAILING ADDRESS (if different): \_\_\_\_\_

TELEPHONE: 862-4895 HOME \_\_\_\_\_ WORK

EMAIL: amamama@tds.net

OCCUPATION: teacher

**BOARD OR COMMITTEE PREFERENCE:**

FIRST CHOICE: Lura Hoyt Memorial Pool

SECOND CHOICE (OPTIONAL): \_\_\_\_\_

How would your experience, education and/or occupation be a benefit to this board or committee? I've been on it for several years,  
co-chair for the last couple...

Are there any issues you feel this board or committee should address, or should continue to address? fund raising, facility upgrades, facility  
expansion

CONSERVATION COMMITTEE  
BOARD OF ASSESSMENT REVIEW  
PERSONNEL APPEALS BOARD  
LURA HOYT MEMORIAL POOL  
ECONOMIC DEVELOPMENT COMMITTEE  
FRIENDS OF DOROTHEA DIX PARK

3 YEAR

DYER LIBRARY  
RECREATION COMMITTEE  
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TREE BOARD

5 YEAR  
PLANNING BOARD

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Check One: ☐ Initial Application  
☒ Reappointment Application

**TOWN OF HAMPDEN**  
**APPLICATION FOR TOWN BOARDS AND COMMITTEES**

A-3-1

NAME: Jarvi Jane L.  
LAST FIRST MI

ADDRESS: 10 Sophie Lane, Hampden Me  
STREET TOWN ZIP

MAILING ADDRESS (if different): \_\_\_\_\_

TELEPHONE: 207-951-7975 (C) 207 941-7887  
HOME WORK

EMAIL: jarvi-family@yahoo.com

OCCUPATION: \_\_\_\_\_

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: Recreation

SECOND CHOICE (OPTIONAL): -

How would your experience, education and/or occupation be a benefit to this board or committee? BS in recreation, M.S. in Therapeutic rec, EdD in Administration  
3+ yrs exp. working w Rec Dept, Tree Board + Dorothea Dix Park committee

Are there any issues you feel this board or committee should address, or should continue to address? \_\_\_\_\_

CONSERVATION COMMITTEE  
BOARD OF ASSESSMENT REVIEW  
PERSONNEL APPEALS BOARD  
LURA HOIT MEMORIAL POOL  
ECONOMIC DEVELOPMENT COMMITTEE  
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3 YEAR

DYER LIBRARY  
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5 YEAR  
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COUNCIL ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_ NEW APPT \_\_\_\_ REAPPOINTMENT DATE APPOINTMENT EXPIRES: \_\_\_\_\_